

**MINUTES  
REGULAR MEETING  
COMMUNITY IMPROVEMENT CORPORATION  
February 21, 2020**

The Community Improvement Corporation (CIC) met on Friday, February 21, 2020 at 8:00 a.m. in the Conference Room at the City Building. The meeting was called to order at 8:00 a.m. by Fred Robbins, Chair. Roll call was taken and attendance was as follows:

**MEMBERS**

Fred Robbins  
Jon B. Boss  
Tim Cavanaugh  
Al Delgado  
Chris Harmon  
Barry Porter

**STAFF**

Megan Statt Blake, Community Development Director  
Jeremiah Caudill, Finance Director  
Tana Pyles, Community Development Specialist

**Approval of December 20, 2019 Meeting Minutes**

Mr. Boss moved to approve the December 20, 2019 meeting minutes, seconded by Mr. Delgado. All members voted yes. The motion carried.

**Reports of Committees**

No reports.

**Reports of Trustees**

No reports.

**Report of Officers**

Financial Statements were distributed prior to this meeting. Mr. Boss had a question regarding the City's portion of water bill for the shared restrooms with Station BBQ. Mr. Caudill stated the bill was for the whole season and is for the amount specified in the agreement.

**New Business**

- a. 500 Wyoming Avenue Deck Sealing Proposal: Ms. Pyles explained the deck, including the exterior stairs, landings, fences buffering the dumpster enclosure and HVAC equipment, on the rear of 500 Wyoming Avenue building needs to be resealed in order to maintain its integrity. We received quotes from two

companies and the lowest quote is for \$7,438 from PermaSeal. A motion was made to approve the proposal for the lowest quote by Mr. Porter, seconded by Mr. Cavanaugh. By voice vote, all voted yes, the motion carried.

- b. 500 Wyoming Avenue MSD Sewer Backup Prevention Certificate of Completion: Ms. Statt Blake stated the sewer backup work has been completed as part of the MSD prevention program. The basement drains were separated from the main plumbing stack and put on their own ejector pump, which will prevent surcharge from Wyoming Avenue backing up into the 500 Building floor drains. Ms. Statt Blake stated the business owners were pleased with the project. A walk-through was completed with the contractor and the final step is for the CIC to sign the Certificate of Completion.
- c. Executive Session Under 121.22(G)(2) to discuss the lease of public property: A motion was made to go into Executive Session at 8:09 a.m. by Mr. Boss, seconded by Mr. Harmon. All members voted yes. Mr. Robbins left the meeting at 9:00 a.m. Executive session ended at 9:18 a.m.
- d. 432 Springfield Pike Lease Agreement: A motion was made to approve a lower rent through May on a month-to-month basis by Mr. Delgado, seconded by Mr. Cavanaugh. By voice vote, all voted yes, the motion carried.
- e. 432 Springfield Pike Professional Services: A motion was made to engage Ms. Aschliman for building and site planning services by Mr. Harmon, seconded by Mr. Cavanaugh. By voice vote, all voted yes, the motion carried.

### **Adjournment**

There being no further business to discuss, Mr. Delgado moved to adjourn the meeting, seconded by Mr. Cavanaugh. By voice vote, all voted yes, the motion carried. The meeting adjourned at 9:20 a.m.

Respectfully Submitted,  
Tana Pyles, Community Development Specialist